

MEETING MINUTES

Project	Satsop Modernization	Project No.	2421
Subject	Capital Project Committee Meeting #4	Meeting Date	1/23/2025
From	Megan Meyers/Brittney Denning	Date	1/27/2025

Attending

+ Attended in person

* Attended by Phone

x Did not Attend

x	Caroline Lemay (CL)	Bassetti (BA)	+	Tiffany Osgood (TO)	Satsop
+	Brittney Denning (BD)	Bassetti (BA)	+	Dawn Siemiller (DS)	Satsop
x	Michael Davis (MD)	Bassetti (BA)	+	Vincent Reese (VR)	Satsop
+	Megan Meyers (MM)	Bassetti (BA)	+	Sarah Protheroe (SP)	Satsop
+	Bernie O'Donnell (BO'D)	Rock PM	x	Taylor Zepp (TZ)	Satsop
+	Rod Fredrickson (RF)	Rock PM	+	Laura Ruppert (LR)	Satsop
+	Adam Wilson (AW)	Rock PM	x	Sam Heller (SH)	Satsop
+	Jamie O'Donnell (JO'D)	Rock PM	+	Beth Heller (BH)	Satsop
			x	John Ruppert (JR)	Satsop

SUMMARY

- The meeting was held in person at the Satsop School.
- The slide deck from the presentation is attached to the meeting minutes for reference.

Item	Issue	Notes
250123.01	SCHEDULE	<p>Project schedule has not significantly changed since the last meeting with just a few shifted dates. Current schedule is showing a 5/30 start, but looking to advance this as much as possible. This is dependent on the permit review by the county as well as the bid schedule and onboarding a contractor.</p> <p>The main building is the critical path because the plan is to be done and ready for start of school in fall. TO is open to starting the main building north end before the end of school.</p> <p>MM shared that the site plan permit is being submitted and is the first step in the permit review process. Site plan submission confirmed to be 1/23/25.</p>
250123.02	SITE UPDATE	<p>Bus Shelter –</p> <p>BA explained that the county flagged the proposed location of the bus shelter as requiring a variance within the site setback zone. BA looked into requirements for a variance and does not feel that this would meet the requirements, and even if it were granted a variance, the process is lengthy and may not work with the project schedule.</p> <p>TO feels it probably makes sense to eliminate the bus shelter. Locating the bus shelter so far into the site poses a concern with mixing older kids for Elma school with Satsop students. Satsop team agrees to pass on the bus shelter scope for now.</p> <p>Water Tank –</p> <p>One update from the last committee meeting is the addition of a water storage tank to the NW corner of the site, behind the new gym. This tank is required by</p>

		<p>the municipal code as a fire protection measure and would be required even if the covered play structure were to remain and new walls added.</p> <p>The Design team has worked to limit the size of the tank and as a result, a 45,000 gallon tank is required to serve a new fire hydrant on the site. The current tank size shown on drawings is 30' in diameter and 10' tall, but there are some variations the team can look at to determine which size makes most sense.</p> <p>TO requested an explanation of why the water tank is required to share with the board.</p> <p>BA noted that the water tank could also be a new mural opportunity.</p> <p>AW noted that we might want to consider the taller/narrower tank to deter kids from climbing. MM noted we could also secure so kids can't get on top</p> <p>BO asked for the reasoning on the proposed fire hydrant location. MM noted that it is as far from the gym building as it can be per code while still being central enough to serve the main building as well.</p> <p>Stormwater Retention Pond –</p> <p>BA noted that initially the Civil engineer proposed pervious asphalt in the parking lot in order to avoid triggering stormwater retention requirements for the project as they can be costly. During the pre-app meeting with the county, they strongly advised against pervious asphalt. As a result, the current site plan includes traditional asphalt at the parking lot and a stormwater retention pond to the north edge of the site. This pond would only contain water during rain events with an estimated 3'-4' of water at those times. The benefit to proceeding with a retention pond is that it allows for additional impervious surfaces to be added to the site, allowing for the relocation of the covered play area at any time.</p> <p>LR asked if the stormwater retention pond location is based on the distance from the well head. BA confirmed that there is a 100' radius from the well head that stormwater cannot be placed.</p>
250123.03	MAIN BUILDING UPDATE	<p>BA reviewed the planned upgrades that are currently in the project estimate and the alternates that are under consideration that will likely be bid alternates.</p> <p>Planned Upgrades:</p> <ul style="list-style-type: none"> + Electrical upgrades (service & panels) + CCTV/Security upgrades + Fire Alarm + Selected structural post replacement + Interior finishes: new paint throughout, new flooring & lighting at renovated spaces (Conference, SPED, Restrooms, Entry) <p>Under Consideration:</p> <ul style="list-style-type: none"> + New flooring throughout: carpet or refinishing existing wood floors + New lighting in classrooms + New doors/door hardware <p>Updates:</p> <ul style="list-style-type: none"> + BA proposed providing new wood doors throughout the building as an alternate. Satsop confirmed several doors, particularly to classrooms, are original and they are not interested in changing those. BO suggested changing the sliding doors from classrooms to the north end of the building. BA noted the sliding door to the new Conference

		<p>space is included in the project scope but the door to the library could be added as an alternate. Satsop suggested looking at sourcing new doors from a local salvage shop.</p> <ul style="list-style-type: none"> + Satsop is more interested in replacing existing door hardware so it functions, particularly in a lockdown situation. BO asked if the school has had lockdown events. TO confirmed it has been only a couple of times, but they do perform lockdown drills. + TO noted that it is really cold in the back room and there is concern with the new SPED office. BA will review with the mechanical team. + If wood floors are exposed in classrooms, will also need some acoustic treatment to mitigate sound. + Upgrading look of bell tower including spotlights and glass. Keeping access to roof on back side through an operable louver. Committee noted that we might need to raise the height of the bell to make sure that it is visible from the street. + Classroom lighting: Committee understands the lighting level requirements but would be curious if we can have a more historic looking fixture that provides proper lighting. + Conference Room: TO curious if there could be more kitchenette casework. Design team will review how we can fit more storage. + Washer/dryer – currently showing location in classroom. Could do storage above. SP would prefer the W/D not in the classroom and having general classroom storage, but will be okay with this location if it cannot work in the Gym. + Storage – option to put kids coats/backpacks in classroom instead of the main hallway. VR – likes moving backpacks to classroom and cleaning supplies to the hallway. TO to confirm Mr. Vessey is ok with moving backpacks into his classroom. Mr. Vessey wants to relocate the screen to where the kitchenette is so he can use the screen and whiteboard at the same time. + Committee reviewed the options in Mr. Vessey's room after the meeting. Current proposal is to include space for (approx. 20) student coats and backpacks in Storage 002A. Any additional space will be general classroom storage. The doors for the storage room can be painted in a markerboard coating and the TV can remain against the south wall of the classroom. + Entry Hall Display: BA asked what is there to display: Sweaters, bell rope, hat, photos, articles. TO - Feeling display next to door so cleaning cart is next to sink. BO suggested engaging a local millworker to build the main storage/display in the entry. + Committee approves the historic light fixture pendant for the hallway.
250123.04	MULTIPURPOSE UPDATE	<p>Satsop confirmed we do not need to keep sink station at MP room. BA presented two finish schemes for the Multipurpose space, both of which include paint to spruce up the space. TO is drawn toward the green scheme. DS loves them both.</p> <p>BA proposes the same historic light fixture as the main building entry in the MP space. Satsop would like this lighting on a dimmer.</p> <p>Stage lighting – looking at simple theater light on first row of beams and eliminating the existing box-out over the stage for lighting.</p>

		Committee leaning towards the green scheme and likes the historic pendant in the multipurpose room.
250123.05	GYM UPDATE	<p>BA shared the current MP/Gym massing with the Gym volume taller and matching the connecting space to the MP roof height.</p> <p>Skylights – VR – concern about leaking eventually, but not opposed. DS – love skylights, but concern in the future for maintenance. What is the warranty? TO – loves the idea of skylights. BA to follow up with more info about warranty & performance at recent projects.</p> <p>Structural system – BA wanted to circle back on the structural system for the gym roof. Had been planning on scissor trusses, at 32" spacing. Another option, which is a marginal cost increase, but not significant enough to sway the decision, is a glulam ridge beam with I-joists, also at 32" spacing. Satsop strongly prefers glulam. Rock concerned about aesthetics of I-joists. BA will put together sample photos showing what the elements could look like.</p> <p>Three finish schemes: BA presented three finish schemes, all of which provide a wood wainscot panel for wall protection of the lower portion of the wall and acoustic panels at the upper portion. Committee likes the looks of the gradient green on the north/south walls of the gym (all four walls feel like too much). The clear coat MDF feels a bit orange to them but curious what the etched or painted graphics options could look like at the east/west walls. Committee is interested in the next steps for graphics and what the options could look like as well as cost implications, particularly for the etched wood. BA to provide photo examples of what an MDF wall covering gym looks like with our recently completed projects. TO to send lyrics of school song to BA. They could be incorporated into a graphic either at the wainscot or the acoustic panels above.</p>
250123.06	FINISH BOARD	<p>Committee approves of the seamless flooring option for the restrooms and kitchen.</p> <p>Initially, the Committee felt that the blue carpet streak might be too much for their spaces. Committee requested some overall photos of what the carpet looks like in a classroom/larger swath. BA will also review if there are less intense blue options.</p> <p>Committee likes the blue paint color proposed for the main building, but doesn't love the proposed laminate for casework.</p> <p>Committee had some initial questions about the fluid-applied athletic flooring and if it has any positive insurance impacts for students joints. Committee is not wild about the green gym flooring, preferring a more neutral color.</p>
250123.07	NEXT STEPS	<p>Next meeting is tentative last week of February. BA to confirm some possible dates.</p> <p>Rock wants to meet with county next week (with Satsop) to discuss permit review times.</p>

		Rock is concerned about project cost. BA noted everything presented that is noted as in scope is currently captured in the cost estimate. Additional items (i.e. wood floor refinishing) are being tracked as alternates.
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END OF MEETING MINUTES